



## **The King County Children and Family Commission**

### **Safe Communities Letter of Intent**

### **Bidder's Question and Answer Meeting**

**Held at the Renton Good Neighbors Center, 305 S 43<sup>rd</sup> Street, Renton, WA 98055, from 10:00AM-11:30AM on Monday, May 8, 2006.**

#### **Questions and Answers:**

Q: Can children under middle school age be served?

A: The agency can make a case for serving children under middle school age as long as middle age school youth are also served.

Q: We are uncertain to classify our project as promising or innovative. Which should we choose?

A: Agencies should self-select what they choose to call their project.

Q: Could a city be the lead agency?

A: Yes, any non-profit entity can be the lead agency or fiscal agent for a project as long as they can meet County contracting requirements.

Q: Can you elaborate on the matching requirement for currently funded projects?

A: Currently funded projects must meet the minimum match requirement of 35%. The most competitive currently funded projects will exceed this amount. For example, all other things being equal, a currently funded agency with a 45% match would be more competitive than a currently funded agency with the minimum 35% match.

Q: Is the budget information you are asking for 2006 information or 2007 information?

A: The budget information the Commission is requesting should be for what the agency proposes in 2007.

Q: Can 2006 funding be counted as toward meeting the matching rate of 35%?

A: No, Only funds that the agency will have and expend as part of the project in 2007 can be counted towards the match.

Q: What about in-kind contributions? Can they be counted towards the 35% match?

A: In-kind funding can not typically be used as part of the 35% match. On a case by case basis, the Commission will review in-kind contributions proposed to be used as part of the 35% matching amount. Any in-kind contributions allowed to be used as a match would have to be easily identifiable and have a hard dollar value assigned to it. A good example would be donated office space that has an easily identifiable market rate attached to it. An agency proposing an in-kind contribution would not be considered as competitive as an agency able to fully meet the matching requirements without having to use in-kind contributions.

Q: If an existing project that is not currently funded by the Commission has an evaluation can we attach it to the letter of intent without it counting towards the five page limit?

A: Yes, If an applicant clearly identifies the evaluation as an attachment they may attach a copy of the evaluation to the application.

Q: Our agency expects to have continued funding from a foundation in 2007 but we won't know for sure until later in the year when award letters for 2007 are sent out. How do we handle this when it comes time to meet the matching requirements of this letter of intent?

A: Do the best you can. You can note that you expect to receive an award that can be used towards the matching requirement. However, this type of situation would not make the applicant as competitive as another applicant, all other things being equal, who already had secured the matching funds need to meet the required 35% match.

Q: Who are the currently funded Safe Communities agencies:

A: The following agencies are currently funded:

- Central House
- Kent Youth and Family Services
- Learning Disabilities Association of Washington
- Northwest Mentoring and Educational Services
- Northshore Youth and Family Services
- Renton Area Youth and Family Services

Q: What is your definition of youth at-risk?

A: There are many definitions of youth at-risk out there. We have purposely not defined this term and leave it to the applicant to self-define the term.

Q: Can you elaborate on sponsorship of projects by other cities?

A: Several of our current projects are funded by the local municipalities they reside in or from which the project draws their participants from. We believe this type of local buy in by cities not only leverages funding but says something about value of the project to local government.

Q: Can currently funded projects attach a prior evaluation or data to the application?

A: Currently funded projects are allowed three pages of narrative to address outcomes from the 2004-2006 contracts. In addition to the three pages of narrative, currently funded projects may attach project data or an evaluation of the project. Clearly label the project data or evaluation as an attachment so it is not counted towards the three page limit.

Q. Can currently funded projects use this application to propose increasing the amount of funding they currently receive?

A. Yes, currently funded projects can use this application as an opportunity to ask for additional funding or to expand their current project.

Q. How much funding is available?

A. Up to \$354,000 is available. This funding cycle for Safe Communities projects is for three years.

Q. What will the second phase of the Safe Communities application look like?

A. The second phase will ask for a project logic model, detailed budget, detailed information regarding project evaluation and ask for letters of support.